

September 2009

Comprehensive List of Fees & Charges



TOWN OF WAKE FOREST

Comprehensive List of Fees & Charges

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ADMINISTRATION

- I. Motor Vehicle Fee..... \$5.00
Payment is collected through Wake County and Franklin County tax billings.
Display of license plates or auto decal is not required by the Town of Wake Forest.
- II. Filing fee for office of Commissioner \$15.00
- III. Filing fee for office of Mayor \$50.00
- IV. Fee for Town Code reproduction(s)
 - Paper binder..... \$30.00
 - Hardback \$150.00
- V. Fee for receiving a hard copy of the Board of Commissioners Agenda
 - Agenda without Attachments..... No Charge
 - Agenda with Attachments \$45.00
 - Planning Board Agenda without Attachments No Charge
 - Planning Board Agenda with Attachments..... \$45.00
- VI. Taxicab Company
(See Privilege License Schedule)



FINANCE

CUSTOMER SERVICE

- I. Returned Check Charge \$25.00
Any check returned to the Town of Wake Forest for any purpose, will be assessed a returned check charge of \$25.00. The check and returned check charge must be paid for in cash (or money order). The returned check charge will be waived if a letter, from the bank, which the subject check was drawn on, is received noting the return was due to bank error.

- II. A. Deposit – Residential \$200.00
This is the maximum deposit required should a respective customer’s credit check necessitate the deposit.
B. Reconnect Fee (normal business hours) \$25.75
C. Afterhours Reconnect Fee \$46.35
D. Meter Test Fee..... \$30.00
E. New Service Fee \$15.45
F. Transfer Fee..... \$15.45
G. Service Fee (charge to tag door for disconnect due to non-payment) \$10.30
H. Meter Tampering (Cut Seal) Fee \$300.00

- III. Late Fees – The billing month is defined as the month when a bill is rendered for payment. Bills are due upon receipt. All bills not paid within twenty-two (22) days from date of bill shall be subject to a late payment charge of \$5 or 2% of the outstanding bill, whichever is greater. This applies to all Electric rate schedules included in this document.

- IV. Utility Sales Tax – All applicable North Carolina sales tax will be applied to all respective electric rate schedules listed in this document.

- V. Non-Residential (Business, Commercial and Industrial) Deposits: The amount of the deposit for non-residential electric service will be equivalent to the cost of two (2) months utility service. The amount of the deposit shall be based on previous billing history and/or projected consumption. The Town reserves the right to adjust the amount of the deposit after the customer has established a billing history to more accurately reflect consumption.



PRIVILEGE LICENSE FEES

TYPE OF LICENSE	FEE	REGULATED BY STATE STATUTE (Y=YES) (N=NO)
ADVERTISING		
By Vehicle	\$25.00	N
Distribution Handbills	\$25.00	N
Outdoor	\$35.00	Y
(Not Otherwise Listed)	\$25.00	N
AMUSEMENTS & ENTERTAINMENT		
Circuses & Animal Shows	\$25.00	Y
Drive-Inn Theaters	\$100.00	Y
Electronic Video Games (per machine)	\$5.00	Y
Juke Boxes (per juke box)	\$5.00	Y
Movie Theaters	\$200.00	Y
Pool Tables (per pool table)	\$25.00	Y
Video Rentals or Sales	\$25.00	Y
AUTOMOTIVE & MOTORCYCLE SALES & SERVICE		
Auto Parts-Wholesale	\$18.75	Y
Motorcycle Dealers	\$12.50	Y
Motor Vehicle Dealers & Automobile Supply Dealers	\$25.00	Y
Retail Service Stations, Garages, Welding, Painting	\$12.50	Y
Wrecker-Towing	\$25.00	
BARBER & BEAUTY SHOPS		
Barber Shop each chair	\$2.50	Y
Beauty Shop, each operator/chair	\$2.50	Y
COMMERCIAL BUILDERS		
Carpenter Shops	\$25.00	N
Contractors & Construction Co. (Comm. Bldr. Only)	\$10.00	Y
Painting Company	\$25.00	N
Plumbers, HVAC, Electrical, Mechanical Contractors	\$50.00	Y
DAY CARE FACILITIES		
For Profit Only	\$25.00	N



DEALERS & PEDDLERS

Bicycle Dealers	\$25.00	Y
Building Materials Dealers	\$	
Fertilizer Dealers	\$25.00	N
Musical Instruments Audio & Video	\$5.00	Y
Itinerant Merchants	\$100.00	Y
Peddlers of Farm Products (not self grown)	\$10.00	
Peddlers, (on foot)	\$10.00	Y
Peddlers , (with vehicle)	\$25.00	Y

HOTEL, MOTELS

For each room	\$1.00	Y
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INDUSTRIAL

Manufacturing of Ice Cream/Yogurt	\$2.50	Y
Manufacturing Plant	\$25.00	
Manufacturing – Not Otherwise Listed	\$25.00	N
Printing Companies	\$25.00	N

MISCELLANEOUS

Miscellaneous – Not Otherwise Listed	\$25.00	
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RESTAURANTS, CAFES & CAFETERIAS

Establishment seating fewer than 5 people	\$25.00	Y
Establishment seating more than 5 people	\$42.50	Y

SERVICES

Broker	\$50.00	N
Car Wash	\$25.00	N
Collection Agencies	\$50.00	Y
Dance Studio	\$25.00	Y
Dry Cleaners	\$25.00	Y
Employment Agency	\$100.00	Y
Elevator Installation	\$100.00	Y
Florist	\$25.00	N
Funeral Home	\$50.00	Y
House Cleaning Services	\$25.00	
Laundries Inside	\$10.00	
Laundries Outside	\$12.50	
Laundromat	\$50.00	Y
Lawn Care	\$25.00	
Mini-Storage	\$50.00	N



SERVICES *continued*

Repair Shop (lawnmowers)	\$25.00	N
Installers (Cabinets, fences, tile)	\$25.00	N
Home Improvement/ Decks/Renovation/Fences	\$25.00	
Power washer	\$25.00	
Sprinkler Installation	\$100.00	Y
Taxi Operator (per driver)	\$1.00	Y

STORES & SHOPS

Antique & Gift Shops	\$25.00	N
Book Store	\$25.00	N
Chain Store (more than one location in the state)	\$50.00	Y
Clothing Store	\$25.00	N
Convenience Store	\$25.00	N
Department Store	\$25.00	N
Drug Store	\$25.00	N
Fruit, Vegetable & Produce Stands (not self grown)	\$25.00	N
Furniture Store	\$25.00	N
Grocery Store	\$25.00	N
Hardware Store	\$25.00	N
Jewelry Store	\$25.00	N
Loan Agencies	\$100.00	Y
Massage Therapy (not licensed by State)	\$25.00	
Novelties & Gifts	\$25.00	N
Office Supplies	\$25.00	N
Pawnbrokers	\$275.00	Y
Retail Merchant	\$10.00	
Shoe Repair	\$25.00	N

SUNDRIES (Including ANY of the following):

The sale of sandwiches in drug stores, service stations or other place not licensed and taxes as a restaurant operating a soda fountain or soft drink stand retailing or jobbing cigarettes, cigars, chewing tobacco, snuff or any other tobacco products.	\$4.00	Y
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WINE & BEER SALES

Beer "On Premises" Per year	\$15.00	Y
Beer "Off Premises" Per Year	\$5.00	Y
Wine "On Premises" Per Year	\$15.00	Y
Wine "Off Premises" Per Year	\$10.00	Y



ELECTRIC

ELECTRIC RATE SCHEDULE

- Schedule 1: Residential
- Schedule 2: Small Commercial Service
- Schedule 2A: Small Commercial Service (Churches)
- Schedule 3: Large Commercial Service
- Schedule 3A: Load Management Rider – Large Commercial
- Schedule 4: Public School Service
- Schedule 5: Large General Service
- Schedule 6: Street Lighting – Residential Subdivisions
(Outside Corporate Limits)
- Schedule 7: Area Lighting – Outdoor Area Systems
- Schedule 8: Coincident Peak Rate (Non-residential)
- Schedule 8A: Coincident Peak Rate – Town Owned Generators

Payment

The billing month is defined as the month when a bill is rendered for payment. Bills are due when rendered for payment. All bills not paid within twenty-two (22) days from date of bill shall be subject to a late payment charge of \$5 or 2 percent (2%) of the outstanding bill, whichever is higher.

Sales Tax

All applicable North Carolina sales tax will be applied to all respective electric rate schedules listed above.



**Town of Wake Forest
Electric Rate Schedule
Residential Service**

Availability

This schedule is available when electric service is used for domestic purposes in and about a residential dwelling unit. This schedule is not available for any commercial or industrial applications. Delivery of service under this schedule shall be to the customer's premises at one point of delivery through one kilowatt-hour meter.

Monthly Rate

1. Single-phase service
Basic Customer Charge \$9.89

Energy Charge \$.120802
2. Three-phase service
The bill computed for single-phase service plus \$15.43



**Town of Wake Forest
Electric Rate Schedule
Small Commercial Service**

Availability

This schedule is available for non-residential service to a customer whose demand is less than 30 kW. When demand equals or exceeds 30 kW during three consecutive months, the customer will be required to take service under the Large Commercial Service rate schedule. Delivery of service under this schedule shall be to the customer's premises at one point of delivery through one kilowatt-hour meter.

Monthly Rate

1. Single-phase service
Basic Customer Charge \$11.74

Energy Charge
For the first 1500 kWh\$.152473 per kWh
For all additional kWh.....\$.123436 per kWh
2. Three-phase service
The bill computed for single-phase service plus \$13.71



**Town of Wake Forest
Electric Rate Schedule
Small Commercial Service**
**(Churches or other non-profit organizations that can demonstrate their usage
is not occurring during peak periods and are able to stay beneath the
30 kW threshold the majority of the time)**

Availability

This schedule is available to churches or other non-profit organizations when demand equals or exceeds 30 kW during three (3) consecutive months, provided such churches do not offer either daycare or educational facilities and can demonstrate that their usage is occurring beneath the 30 kW threshold the majority of the time. Delivery of service under this schedule shall be to the customer's premises at one point of delivery through one (1) kilowatt-hour meter.

Monthly Rate

1. Single-phase service
Basic Customer Charge \$11.74

Energy Charge
For the first 1500 kWh\$.152473 per kWh
For all additional kWh\$.123436 per kWh

2. Three-phase Service
The bill computed for single-phase service plus \$13.71.



**Town of Wake Forest
Electric Rate Schedule
Large Commercial Service**

Availability

This schedule is available for non-residential service to a customer whose demand equals or exceeds 30 kW. Service under this schedule shall be for a term of at least 12 months and thereafter until such time as demand falls below 30 kW for three consecutive months. Delivery of service under this schedule shall be to the customer's premises at one point of delivery through one meter.

Monthly Rate

Basic Customer Charge \$15.54

Demand Charge

For the first 30 kW \$227.77

For all additional kW of billing demand.....\$9.9736 per kW

The billing demand shall be the highest demand recorded during any 15-minute interval during the billing month.

Energy Charge

For the first 5,000 kWh\$.100372 per kWh

For the next 5,000 kWh\$.090239 per kWh

For all additional kWh\$.078614 per kWh

Note: Demand Charge: For the first 30 kW remains



**Town of Wake Forest
Electric Rate Schedule
Load Management Rider – Large Commercial**

Availability

This load management rider is available for non-residential service to a customer whose demand is greater than 30 kW during three consecutive months. A credit will be issued for each kW, or part thereof, removed from the customer’s electric demand load during the Town’s coincident peak hour with the North Carolina Eastern Municipal Power Agency. Reduction in coincident peak demand for credit purposes will be determined by the Director of Public Works and Utilities or his/her designated representative.

The amount of credit issued per kW demand reduced will be based upon the customer’s load factor as follows:

Load Factor	Credit per kW Reduced
70% - 100%	\$9.56
40% - 69%	\$7.65
20% - 39%	\$6.70
0% - 19%	\$5.74



**Town of Wake Forest
Electric Rate Schedule
Public School Service**

Availability

This schedule is available when electric service is used for public school purposes on a public school campus. This schedule is not available for any residential, commercial, or industrial application. Delivery of service under this schedule shall be to the customer's premises at one point of delivery through one meter.

Monthly Rate

1. Single-phase service
Basic Customer Charge \$16.18 per month

Billing Demand \$6.8536 per kW

Energy Charge \$.079650 per kWh
2. Three-phase service
The bill computed for single-phase service plus \$11.33.



**Town of Wake Forest
Electric Rate Schedule
Large General Service**

Availability

This schedule is available to any large general service customer contracting for a demand of 1,000 kW or more of alternating current electricity except that it is not available for resale, breakdown, or parallel operation.

Type of Service

The Town of Wake Forest will normally supply the equipment necessary and will deliver to the customer through one meter at one delivery point mutually satisfactory to the Town and the customer, 60 cycle alternating current electricity of the phase and voltage desired by the customer, provided electricity of the phase and voltage desired by the customer is available generally in the area in which service is desired.

Monthly Rate

Basic Charge:

Monthly Charge \$549.00

Demand Charge:

First 5,000 kW of demand, per kW \$12.35

Next 5,000 kW of demand, per kW \$11.26

All over 10,000 kW of demand, per kW \$10.16

Energy Charge:

All kWh of energy, per kWh \$.03870

Determination of Demand

The determination of the kW of demand shall be the average kW measured during any 15-minute interval during any billing month provided that the kW of demand shall not be less than the greater of: 1) 80 percent of the maximum billing month 15-minute demand during the billing months of July through October of the preceding 11 months, 2) 60 percent of the maximum billing month 15-minute demand during the billing months of November through June of the 11 preceding months, or 3) 1,000 kW.

Determination of Energy

The kWh of energy shall be the sum of all average kW measured during each 60-minute interval during the billing month.



**Town of Wake Forest
Electric Rate Schedule
Street Lighting – Residential Subdivisions
Outside Corporate Limits**

Availability***Street Lighting – Residential Subdivisions***

Applicable to Consumers residing in residential subdivisions for service supplied in the lighting of residential dedicated public streets by means of HPS fixtures installed within residential subdivisions, consisting of single or duplex dwellings.

This schedule is not available to supply service for the lighting of parking lots, shopping centers, other public or commercial areas within the residential subdivisions or areas not specifically provided for by the provisions herein.

The service supplied by the Town will include the installation of a street lighting system according to the Town's standards and requirements, which will be owned, maintained and operated by the Town including the furnishing of the electricity required for the illumination of the lamps from dusk to dawn. Lighting units will be located by the Town to provide the most uniform lighting possible in the residential area.

The applicable monthly charge set forth in this schedule shall be applied to the monthly billings of all residents in the subdivision as long as street lighting service is provided under any of the conditions as set forth herein.

Monthly Rate

Lighting Type	A	B
100 watt HPS on wood pole	\$1.63	\$3.30
100 watt HPS on metal pole	\$1.89	\$3.16
100 watt HPS on decorative pole	N/A	\$3.16

A = 1 light per 10 residences

B = 1 light per 6 residences



**Town of Wake Forest
Area Lighting Service**

Availability

This schedule is available for service supplied in the lighting of outdoor areas by means of mercury vapor or high pressure sodium vapor lighting units. Lighting units will be by bracket mounted on Town-owned poles, and the HPS will be color corrected.

This schedule is not available for the lighting of streets or highways.

Service

Prior to installing area lighting facilities, Customer and Town must enter into an agreement for Area Lighting Service. The service supplied by the Town will include the installation and operation, according to Town standards and requirements, of the area lighting units and will include the furnishing of electricity required for the illumination of the lamps from dusk to dawn. After customer has notified the Town that a lamp is not burning, the Town will perform as soon as practicable, during regular business hours, the necessary maintenance to restore illumination. The rating of the lighting units listed under the Monthly Rate indicates the class of lamp.



Monthly Rate**1. Overhead Service**

Basic Rate - The basic rate per fixture defined in the chart will be billed for installation of standard area lighting fixtures on Town distribution system poles. The basic rate does not include the monthly charges for additional facilities, area lighting poles, underground service or any contribution required under this schedule.

Fixture Type	Fixture Source	Wattage	Monthly Charge (Wood Pole 1)	Monthly Charge (Round Pole 2)	Monthly Charge (Square Pole 3)	Additional Fixture on Pole (ea.)
Cut-off Cobra Head	HPS	100	\$17.20	\$21.05		\$14.40
		250	\$20.55	\$24.45		\$17.75
		400	\$27.80	\$31.65		\$25.00
Cut-off Shoebox	MH	250			\$42.70	\$28.40
		400			\$49.30	\$35.00
		1000			\$71.65	\$57.35
	HPS	100			\$32.10	\$17.85
		150			\$34.05	\$19.75
		250			\$40.85	\$26.55
		400			\$43.80	\$29.50
Open Air Security	HPS	100	\$15.15			\$12.35
		250	\$16.65			\$13.85
Post Top Style T (Decorative)	HPS	100		\$23.75		
*Post Top Type A (special order) (Decorative)	HPS	100		\$23.75		
Sign/Entrance	HPS	70				\$8.80
Concrete base charge			\$850.00			

* The customer may choose an upgraded fixture and pole at the cost difference between Town cost of standard pole and fixture of their choice. The customer will be responsible for replacement costs in the future, if needed, for their choice in fixture and pole.



2. Underground Service

For underground service, the monthly bill will be increased by \$3.62 per pole or, in lieu thereof, a one-time contribution of \$181 per pole. The monthly pole charge, if selected, may be terminated at any time upon payment by Customer of the one-time contribution. The monthly pole charge defined below will also be applicable to underground service.

3. Special Area Lighting Poles

A special area lighting pole is any Town-owned pole installed as part of an area lighting system and on which no other Town overhead distribution facilities are installed except those necessary to provide service to an area lighting system.

Pole Type	Monthly Charge Per Pole
Wood	\$2.80
Metal or Post	\$6.70
Decorative Square Metal	\$14.30

Additional Facilities

- Multiple area lighting fixtures may be installed per pole subject to Town's review and approval. The monthly charge for each additional fixture will be the charge in accordance with the Monthly Rate for that fixture plus 2 percent (2%) of the estimated installed cost of the facilities necessary to serve the multiple fixture installation in excess of that normally required to provide standard area lighting service.
- For distribution transformer and/or primary conductor extension, 2 percent (2%) of the estimated installed cost of the required facilities.
- For an underground circuit in excess of 250 feet for an area lighting pole, 2 percent (2%) of the estimated installed cost of the excess circuit.
- For a metal pole, 2 percent (2%) of the estimated installed cost of overhead or underground metal poles requiring special construction or features which are in excess of the estimated installed cost of standard underground metal poles.

Non-Refundable Contribution

- In the event that rock, unstable soil, or other conditions require the use of materials and methods of installation other than Town's normal materials and methods, Customer will contribute the additional cost.
- Customer will contribute the estimated cost of installing cables under paved or landscaped surface areas; however, Customer may cut and replace the pavement or surface in lieu of making the contribution.



Schedule 7 *continued*

3. Service supplied under the Monthly Rate in this schedule does not include the conversion of existing overhead secondary conductors to underground. Should Customer desire such conversion under the schedule, Customer will contribute to Town, in addition to the applicable contributions above, the estimated net loss in salvage value of the overhead facilities being removed. The Customer will thereafter pay the applicable rate for underground service.

Contract Period

The Contract Period shall not be less than three (3) years for overhead service and not less than five (5) years for underground service and shall extend from year to year thereafter until terminated by Customer or Customer may terminate the Agreement before the expiration of the initial Contract Period by paying to Town a sum of money equal to 40 percent (40%) of the bill which otherwise would have been rendered for the unexpired months of the initial Contract Period.

Town may require Customer to initially make termination deposit which will not exceed the termination amount computed in accordance with the above paragraph. Such termination deposit will be refunded in equal amounts at the end of each full year service is rendered. This annual refund will be the termination deposit divided by the number of years in the Contract Period.

General

Service rendered under this schedule is subject to the provisions of Town's Service Regulations.



**Town of Wake Forest
Electric Rate Schedule
Coincident Peak Rate
(Non-residential)**

Availability

The following rate is available for non-residential service to a Customer whose demand exceeds 30 kW and who is participating in a specific load management program approved by the Director of Public Works. Delivery of service under this schedule shall be to the Customer's premises at one point of delivery through one meter.

Monthly Rate

Basic Customer Charge	
Demand less than 100 kW	\$75.00
Demand equal to or greater than 100 kW and less than 500 kW	\$199.00
Demand equal to or greater than 500 kW and less than 1000 kW	\$473.00

Coincident Peak Demand Charge	
For all Peak Demand per kW	\$21.82

Excess Demand (Maximum Demand – Coincident Peak Demand)	
For all Excess Demand per kW	\$4.35

Energy Charge	
For Total Demand Less than 100 kW	\$.054190
For Total Demand Equal to or Greater than 100kW.....	\$.053092

Facility Charge

For customers utilizing Town-owned generators for coincidental	
Peak shaving based on the size of the generator	2.95/kW



**Town of Wake Forest
Electric Rate Schedule
Coincident Peak Rate – Town-Owned Generators
(Non-Residential)**

Availability

The following rate is available for non-residential service to a customer whose demand exceeds 30 kW and who utilizes a Town-owned generator to reduce its coincident peak demand. Delivery of service under this schedule shall be to the customer’s premises at one point of delivery through one meter.

Monthly Rate

Basic Customer Charge	
Demand less than 100 kW	\$75.00
Demand equal to or greater than 100 kW and less than 500 kW	\$199.00
Demand equal to or greater than 500 kW.....	\$473.00
Coincident Peak Demand Charge	
For all Peak Demand per kW	\$20.98
Excess Demand (Maximum Demand – Coincident Demand)	
For all Excess Demand per kW	\$4.18
Energy Charge	
For Total Demand Less than 100 kW	\$.050852
For Total Demand Equal to or Greater than 100 kW.....	\$.049805
Generator Rider	
For continuous maximum generator load rating per kW	\$2.95



LOAD CONTROL CREDITS

For Customers who agree to allow the Town of Wake Forest to *control electric hot water heaters, air conditioner condensers and/or heat pump heat strips*, the following credit to monthly bills shall apply:

1. **Water Heater Control**

A credit of \$2.00 per month will be given for each month that control is available to the Town. The maximum allowable credit for water heater control during any twelve (12) month period is \$24.00.

2. **Air Conditioner – Partial (50% Cycled) Control**

A credit of \$5.00 per month will be given for bills rendered on or after the first of July, August, September, and October. The maximum allowable credit for partially controlled air conditioners during any twelve (12) month period is \$20.00.

3. **Air Conditioner – Full (100%) Control**

A credit of \$20.00 per month will be given for bills rendered on or after the first of July, August, September, and October. The maximum allowable credit for fully-controlled air conditioners during any twelve (12) month period is \$80.00.

4. **Heat Pump Control – Emergency Heat Strips**

A credit of \$10.00 per month will be given for bills rendered on or after the first of January, February, March, and April. The maximum allowable credit for emergency heat control of heat pumps during any twelve (12) month period is \$40.00.

For Customers who purchase *energy efficient water heaters and/or energy efficient heat pumps* the following rebates shall be applied to their utility bills:

1. **Water Heater Rebate**

A one-time rebate of \$150 will be given to all Customers who purchase a new water heater having at least a thirty (30) gallon tank, well insulated and heated with two (2) 4,500 watt elements. A load management switch shall be installed on any water heater for which a rebate has been given.

2. **Heat Pump Rebate**

A one-time rebate of \$300 will be given to all Customers who purchase a new heat pump having a Seasonal Energy Efficiency Rating (SEER) of 10.00 or greater and a residential rating of five (5) tons or less. Any heat pump for which a rebate has been given shall have a load management switch installed to control emergency heat strips and a partial or full control load management control switch shall be installed to control air conditioning condensers.



MISCELLANEOUS ELECTRIC FEES

Lightning Suppression Devices Fee..... \$4.75
(Residential and Commercial Applications)

Underground Electric Service

Underground power line installation

First 150 feet of line installed \$275.00

Over 150 feet, per foot charge \$3.25

Special charges for each request are determined by the Director of Public Works & Utilities.

Temporary Service Fee \$150.00

Meter Test Fee \$30.00



ENGINEERING

Permit Type	Fee	Permit Duration
Erosion Permit	\$400.00/Acre rounded up (ie: 1.1 acres->2 acres)	Two (2) years
Renewals	\$250.00/Acre	One (1) year
Street Proof Roll	\$1.00/linear lane foot	
Storm Pipe Installation	\$1.00/linear lane foot	
Re-inspections for driveways, sidewalks, streets, CO's	\$50.00	
Manual of Specifications, Standards and Design	\$75.00/\$100.00 with CD	
Traffic Impact Analysis	Varies according to size of study area	



EROSION & SEDIMENT CONTROL/LAND DISTURBING PERMIT SOP

VIOLATION FEE LIST

The following is a general list of fines. These fines may be subject to revision or change and are based on severity, onsite judgment and professional opinion.

No approved plan/grading without a permit (includes single family lots)..... \$5,000.00

Failure to install measures for lots less than ½ acre..... \$500.00

E&SC re-inspection fee \$65.00

Failure to renew permit \$500.00

Failure to follow approved plan, or obtain signed plan prior to work \$2,500.00

Failure to submit revised plan \$2,500.00

Failure to provide adequate ground cover

Slight \$500.00

- 50' x 50' area
- Less than 3:1 slope
- Little possibility for erosion

Moderate \$1,000.00

- 100' x 100' area
- 3:1-2:1 slope
- Slight rilling

Severe \$3,000.00-\$5,000.00

- 200' x 200' area
- 2:1 slope or more
- Large rills to gullies and washing

Insufficient measures to retain sediment onsite (see sediment offsite)..... \$500-\$5,000.00



Erosion & Sediment Control/ Land Disturbing Permit SOP *continued*

Failure to take all reasonable measures (<i>see also insufficient measures</i>)	
Large storm (non-hurricane).....	\$0-\$500.00
At start of project prior to full installation	\$500.00
In between phased grading	\$750.00
Lack of planning	\$1,000.00
Lack of maintenance	\$2,500.00
Blatant disregard, with full knowledge of storms	\$5,000.00
Inadequate buffer zone (50 feet, 100 feet for Richland)..... \$5,000.00	
Check 401/404 permits	
Grading in floodplain \$5,000.00	
Call Army Corp of Engineers/DWQ	
Filling in Wetland, Creek or water course \$5,000.00	
Call Army Corp of Engineers/DWQ	
Turbidity limits higher than 50/13 NTU's \$5,000.00	
Graded slopes and fill too steep \$2,500.00	
Unprotected slopes (see failure to provide ground cover above) \$500-\$5,000.00	
Failure to maintain erosion control measures (see failure to take all reasonable measures)	
Slight potential for erosion problem	\$500.00
Moderate potential for erosion problem	\$1000-\$2,500.00
<ul style="list-style-type: none"> • Interior of basin not seeded • baffles not installed or maintained • skimmer not dewatering • silt fence blown over (slightly) • construction entrance failing 	
Severe potential for erosion problem.....	\$5,000.00
<ul style="list-style-type: none"> • Silt fence blown out (top or bottom) • Sediment basin over half full • tree protection fence down 	



**Erosion & Sediment Control/
Land Disturbing Permit SOP *continued***

Sediment offsite

Slight (each can be separate violations, examples only) \$500.00

- Construction entrance violation, mud tracking
- Average 10' x 10' area
- Seeded area that did not take and eroded offsite
- Up to one 5-gallon bucket full

Moderate (each can be separate violations, examples only) \$1,000.00

- Silt fence overtopped, concentrated water, not into inlet
- Less than two 5-gallon buckets
- Average area is 20' x 30'
- Skimmer dewatering too fast, over 50 NTU

Severe (each can be separate violations, examples only) \$5,000.00

- Sediment in water course buffered stream (intermittent & ephemeral), wetland, pond, floodplain
- Sediment onto private property (including ponds)
- Sediment area larger than 20' x 30'
- More than two 5-gallon buckets full
- Sediment overtopping silt fence into unprotected inlet



PLANNING & INSPECTIONS

RESIDENTIAL PERMIT FEES

New Residential Dwellings

Up to 1200 Square Feet	\$500.00
Over 1200 Square Feet	\$500.00 + \$.25/SF over 1200 SF

Residential Addition (includes all trades)

Up to 400 Square Feet	\$240.00
400 – 1200 sq. ft.	\$389.00
Over 1200 sq. ft.	\$500.00 + \$.25/SF over 1200 SF

Multi-family Dwellings (includes all trades)

For each unit	\$500.00
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Manufactured Housing (includes all trades)

Modular Units	\$500.00
Mobile Homes	\$240.00
Dwellings Moved on Lot	\$500.00

Residential Accessory Building and Structures (storage building, garages, deck, carports, etc):

Trade Fee + \$.25/SF
over 200 SF

Trade Permit

Building	\$65.00
Electrical	\$65.00
Mechanical	\$65.00
Plumbing	\$65.00

Demolition

Residential	\$65.00
Commercial	\$240.00

Late Permit Fee (work begun without permit) Double fees not to exceed \$500.00

Homeowner's Recovery Fund \$10.00



Residential Permit Fees *continued*

Zoning/Development Permit	\$50.00
Duplicate Permit Card	\$10.00
Permit Renewal Fee (no change in plans)	50% of original plan
Swimming Pool	\$130.00
Swimming & Pool Heater	\$130.00 + trade fee

NON-RESIDENTIAL PERMIT FEES

Separate Building, Electric, Plumbing and HVAC to get your total cost of permit

Cost Per Trade	Fee
0 – 700	\$ 120.00
701 – 1,500	\$ 180.00
1,501 – 2,500	\$ 240.00
2,501 – 25,000	\$ 330.00
25,001 – 50,000	\$ 530.00
50,001 – 100,000	\$1,010.00
100,001 – 200,000	\$2,020.00
200,001 – 350,000	\$3,540.00
350,001 – 500,000	\$4,680.00
500,001 – 750,000	\$6,250.00
750,001 – 1,000,000	\$7,830.00
Cost over 1,000,000	Add .25% of each added million dollars or portion thereof

Refund Policy

A refund will be issued when requested in writing minus the \$500.00 plan review fee for any residential permit which has not expired and the construction has not been started.



MISCELLANEOUS PERMIT FEES

Fats, Oil & Grease Interceptor	\$65.00
Stocking Permit	\$65.00
Conditional Power (Residential)	\$60.00
Conditional Power (Commercial)	\$120.00
Consultation (on-site)	\$65.00
Record Retrieval	\$65.00
Change of Use	\$65.00

INSPECTION FEES

Residential & Non-Residential

Re-Inspection Fee	\$60.00 per trade
Not ready for inspection	\$120.00
Eight (8) or more code violations found	\$120.00 per trade
Special inspections by the hour	\$60.00 per hour
Non-normal working hour inspections	\$80.00 per hour + cost of permit + mileage



FIRE INSPECTION FEES

Charges to businesses for required periodic fire inspections. Charges based on gross square footage for periodic fire inspections. Frequency of inspections is to correspond with the State-mandated fire inspection schedule.

Categories	Periodic Inspection Fee	Second & Subsequent Re-inspections (each)
1 sq ft – 2,500 sq ft	\$35.00	\$50.00
2,501 sq ft – 5,000 sq ft	\$60.00	\$100.00
5,000 sq ft – 10,000 sq ft	\$100.00	\$200.00
10,001 sq ft – 25,000 sq ft	\$200.00	\$400.00
25,001 sq ft – 50,000 sq ft	\$300.00	\$600.00
50,001 sq ft – 100,000 sq ft	\$400.00	\$800.00
100,001 sq ft – 500,000 sq ft	\$500.00	\$1,000.00
500,001 sq ft +	\$600.00	\$1,200.00
Underground Storage Tank Installation	\$100.00 per tank	
Underground Storage Tank Removal	\$100.00 per tank	
Inspection fee per imminent hazard violation	\$250.00	
Re-inspection fee per outstanding violation after first re-inspection	\$ 50.00	
Blasting Permit		
90 Days	\$100.00	
48 hours	\$35.00	
Burning Permit		
Deposit	\$260.00	
Administrative Fee	\$60.00	
Gas Dispenser (change-out)	\$65.00 per unit + trade permit (electrical)	
Spray Paint Booths	\$180.00 per booth	
Tent	\$65.00	
Preoccupancy inspection (walk-thru for power)	\$65.00	
Fire Alarm	Cost per trade	



PLAN REVIEW FEES

Residential Plan Review Fees

Residential Plan Review (no permit issued or plan change)	\$500.00
Re-stamp plans (lost original plan)	\$60.00

Non-Residential Plan Review Fees

These fees are collected up front before plan review is started

Building Area	Fee
1 square foot – 2,500 square feet	\$110.00
2,501 square feet – 5,000 square feet	\$165.00
5,001 square feet – 10,000 square feet	\$244.00
10,001 square feet – 25,000 square feet	\$355.00
25,001 square feet – 50,000 square feet	\$487.00
50,001 square feet – 100,000 square feet	\$843.00
100,001 square feet – 500,000 square feet	\$1,332.00
500,001 square feet – greater	\$2,175.00
Apartment Projects – based upon square footage of entire job	
Commercial Plan 2 nd Review and thereafter	\$100.00 per trade per hour, \$500.00 minimum

RESIDENTIAL FIRE PREVENTION PLAN REVIEW FEE

Residential Complexes, Hotel, Motel, Apartments, Retirement Homes, Foster Homes, Convalescent Homes, Group Homes, Dormitories, etc.*	\$ 10.00 / per sleeping unit
Residential Subdivision Site Plans*	\$ 5.00 / per sleeping unit

* Charged at Site/Subdivision Plan Review



NON-RESIDENTIAL FIRE PREVENTION PLAN REVIEW FEE

These fees are collected up front before plan review is started.

Building Area	Fee
1 square foot – 2,500 square feet	\$110.00
2,501 square feet – 5,000 square feet	\$165.00
5,001 square feet – 10,000 square feet	\$244..00
10,001 square feet – 25,000 square feet	\$355.00
25,001 square feet – 50,000 square feet	\$487.00
50,001 square feet – 100,000 square feet	\$843.00
100,001 square feet – 500,000 square feet	\$1,332.00
500,001 square feet – greater	\$2,175.00

Apartment Projects – based upon square footage of entire job

Non-Residential Site Plan Review* \$50.00/per acre

* Charged at Site/Subdivision Plan Review*



ZONING

Zoning/Development Permit	\$50.00
Rezoning Petition	\$300.00 + \$1.00 per notified property owner up to 10 acres
	\$600.00 + \$1.00 per notified property owner over 10 acres
Text Amendments	\$200.00
Special Use Permit	\$300.00 + \$1.00 per notified property owner
Special Use Permit – Mobile Home	\$150.00 + \$1.00 per notified property
Appeals/Interpretations	\$100.00
Variance Request	\$200.00
Sign Permit	\$50.00 + Trade Permit Fee
Late COA Fee	\$50.00
Architectural Design Review	\$100.00
Zoning Verification Letter	\$25.00
Wireless Telecommunications Facility	
Applications Examination	\$5,000.00
Supplemental Wireless Telecommunications Facility Application Fee	\$2,500.00

SUBDIVISION REVIEW FEES

Master Plan*	\$250.00 + \$1.00 per lot
Construction Plans*	\$300.00 per \$5.00 per lot
Final Plat	\$100.00 + \$1.00 per lot + \$50.00 per sheet over one (1) sheet
Administrative Plat*	\$ 50.00
Exempt Plat	\$ 30.00
Subdivision Development Permit	\$ 50.00
HOA Documents Review	\$200.00
Plan re-review fee (plan amendments, plan review beyond 2 nd submittal)	\$100.00
* Plans may be subject to Fire Prevention Review Fee	



SITE PLAN REVIEW FEES

Minor Development Plan Minor*	\$100.00
Development Plan – Residential*	\$250.00 + \$1.00 per unit
Construction Plan – Residential*	\$300.00 + \$5.00 per unit
Development Plan – Non-residential*	\$250.00
Construction Plan – Non-residential*	\$300.00 + \$5.00 per acre
Plan re-review fee (plan amendments, plan review beyond 2 nd submittal)	\$100.00

* Plans may be subject to Fire Prevention Review Fee

DOCUMENTS

Manual of Specifications, Standards and Design	\$75.00/\$100.00 w/CD
Documents on CD	\$10.00 per CD

MAPS

34 x 44	\$25.00
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COPIES

Letter, Legal	\$.25 per sheet
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IMPACT FEES

FIRE PROTECTION FACILITY FEES

Residential Development

Unit of Service		Impact Fee
Single-family detached	Per household (2.74 persons)	\$592.00
Single-family attached (multi-family)	Per residential unit (2.23 persons)	\$481.00

Non-Residential Development

Unit of Service		Impact Fee
Commercial & Institutional	Per 1,000 sq. ft.	\$649.00
Industrial & Manufacturing	Per 1,000 sq. ft.	\$389.00

RECREATION FACILITY FEES

For subdivisions approved after November 1, 1998 and undeveloped lots within the Town's jurisdiction

Single-family detached units & mobile home	\$1,086.00
Single-family attached unit & multi-family	\$945.00



IMPACT FEES *continued*

WATER/SEWER AVAILABILITY FEES

Planned Use	Design Unit	Average Flow Per Day in Gallons
Residential		
Two bedroom detached house	Per house	119
Three bedroom detached house	Per house	168
Four bedroom detached house	Per house	279
Greater than four bedroom detached house	Per house	279 + 60 per additional bedroom over 4 bedrooms
Mobile home (outside park)	Per home	228
Mobile home park	Per home	182
Multi-family residences		
One bedroom	Per unit	84
Two bedroom	Per unit	125
Three bedroom	Per unit	166
Greater than three bedroom	Per unit	166 + 60 per additional bedroom over 3 bedrooms
Motel and Institutional		
Hotels and Motels		
W/O cooking facility	Per lodging unit	50
With cooking facility	Per lodging unit	60
Nursing home & rest home	Per bed	65
Hospital	Per bed	95
School (Elementary, Secondary or Tertiary education)	Per student (max capacity)	15
Child day-car center		10
Office	Per 400 sq. ft. of gross floor space	16
Medical Office	Per 400 sq. ft. of gross floor space	31
Restaurant/Tavern	Per seat	14
Retail	Per 1,000 sq. ft. of gross floor space	40



WATER/SEWER AVAILABILITY FEES *continued*

Planned Use	Design Unit	Average Flow Per Day in Gallons
Other Commercial		
Laundromat	Per washing machine	125
Car Wash	Per bay	445
Service Station	Per bay or pump island	220
Cinema	Per seat	1.5
Warehouse, storage showroom	Per 1,000 sq. ft. of gross floor space	12.5
Industrial		
Domestic Waste Only	Per employee	15
Processed Waste	Determined by Deputy Town Manager-Operations	
Miscellaneous		
Church or Assembly	Per seat	1
Irrigation		
¾" x 5/8" irrigation	Per meter	202
larger than above	Determined by Deputy Town Manager-Operations	

The rates per gallon are \$8.07 for water and \$5.51 for sewer.



WATER & SEWER FEES

(Residential & Commercial)

WATER METER INSTALLATION

Size	Fee
¾"	\$191.00
1"	\$242.00
1 ½"	\$600.00
2"	\$1,400.00
4"	\$2,116.00

¾" x 5/8" split service (New – City of Raleigh Installing)\$449.00

¾" x 5/8" split service (Existing – City of Raleigh Installing)\$678.00

Stub Fee (if Utility Contractor makes tap or installs split service)\$72.00 per service (water/sewer)

NUTRIENT FEES

Type of Construction	Water	Sewer
Residential Individual water & sewer service	\$1,222.00 per dwelling unit	\$593.00 per dwelling unit up to 4-inch
Residential Group housing on single water & sewer service	\$1,222.00 per dwelling unit	\$462.00 per dwelling unit
Non-residential All water service sizes	\$1,222.00 per connection	
Non-residential 0 – 4 inch sewer service		\$593.00 per connection
Non-residential 6-inch sewer service		\$1,116.00 per connection
Non-residential 8-inch or greater		\$2,362.00 per connection



PARKS & RECREATION

ATHLETICS

Youth Sports

	Baseball/Softball	Basketball	Dream League Baseball
Resident	\$40.00	\$40.00	\$40.00
Non-resident	\$80.00	\$80.00	\$80.00

Adult Sports - Fees charged to recover direct costs.

INSTRUCTIONAL CLASSES, CAMPS & SPECIAL EVENTS

Classes - Fees vary and are charged to recover direct costs

One Day Workshops - Fees vary and are charged to recover direct cost

Summer Camps - Fees vary and are charged to recover direct costs

Special Events - Fees may vary according to type of event

AQUATICS

Swimming Activities	Resident	Non-resident
Parent/Toddler Swim Pass	\$30.00	
Lap Swim Pass	\$30.00	
Swim Lessons	\$35.00	\$70.00
Season Pass/Open Swim	\$40.00	\$65.00
Open Swim (Public) Daily Admission		
2 Years & under	\$1.00	
3 Year – 12 Years	\$3.00	
13 Years & older	\$4.00	

FACILITY RENTALS

Ball Field Rental

Weekend (includes Friday, Saturday, and Sunday)	\$250.00
Deposit for weekend usage	\$100.00
Hourly Athletic Field Reservation	\$25.00/hour
Athletic Field Prep	\$30.00



Daily (lights)

Baseball/softball fields (per hour)	\$15.00
Football field (per hour)	\$21.00

Pool Rental

Deposit	\$50.00
Rental	\$60.00/hour with two-hour minimum (\$120.00)

Community House

Deposit	\$100.00
Rental	\$250.00/day

Alston-Massenburg Center

Deposit	\$50.00
Rental	\$60.00

E. Carroll Joyner Park**Amphitheater**

Deposit	\$100.00
Mon-Fri (half day rentals 8am-2pm or 3pm-Dusk)	\$250.00/half day
Mon-Fri (all day)	\$500.00/day
Sat-Sun & Holiday's (1/2-day rentals 8am-2pm or 3pm-Dusk)	\$400.00/half day
Sat-Sun & Holiday's (all day)	\$800.00/day

Performance Garden

Deposit	\$50.00
Mon-Fri (half day rentals 8am-2pm or 3pm-Dusk)	\$75.00/half day
Mon-Fri (all day)	\$150.00/day
Sat-Sun & Holiday (1/2-day rentals 8am-2pm or 3pm-Dusk)	\$100.00/half day
Sat-Sun & Holiday (all day)	\$200.00/day

Holiday's include: Memorial Day, Fourth of July, and Labor Day

All Facilities closed on the following Holidays:

Thanksgiving, the day after Thanksgiving, Christmas Eve, and Christmas Day

No park owned by the Town of Wake Forest will be rented to profit groups or non-profit groups charging admission or fees to guests.



POLICE

I. False Burglar Alarms

After four (4) false alarms \$40.00

II. Parking Tickets

Town-wide \$25.00

Handicap \$250.00*

*Reference: N.C.G.S. 20-37.6(f)(1)

III. Fingerprinting Charges

In-Town Resident \$10.00

Out of Town Resident \$15.00

IV. Taxicab Fees

Operator's Initial Fees \$5.00

Renewal Fee \$2.00



PUBLIC WORKS

CEMETERY FEE SCHEDULE

At-Need Lots

Purchased at the time of need

In-Town At Need	\$500.00 per lot
Out-of-Town At Need	\$650.00 per lot

Pre-Need Lots

Purchased in advance

In-Town Pre-Need	\$450.00 per lot
Out-of-Town Pre-Need	\$600.00 per lot

SANITATION FEE SCHEDULE

Type	Rate	Services
Commercial Dumpster		W/cardboard service
Add/Delete/Change (twice/week)		(c/b once/week)
Four (4) cubic yard	\$94.95	\$157.91
Six (6) cubic yard	\$134.03	\$196.99
Eight (8) cubic yard	\$163.71	\$226.67
Cardboard Dumpster Service		
Eight (8) cubic yard	\$62.96	once/week pick-up
Combination Service		
1 (4) cubic yard trash & 1 (8) cubic yard Cardboard	\$138.56	(once/week each)
1 (6) cubic yard trash & 1 (8) cubic yard Cardboard	\$147.79	
1 (8) cubic yard trash & 1 (8) cubic yard Cardboard	\$161.84	
Deduction for Customer-Owned Containers		
4 cubic yard	\$14.00	
6 cubic yard	\$16.00	
8 cubic yard	\$18.00	

